

## **SECTION 00100 - INVITATION FOR BID**

### **1.0 OWNER:**

- A. The State of Missouri, Office of Administration,  
Division of Design and Construction, Jefferson City, Missouri

### **2.0 PROJECT TITLE AND NUMBER:**

- A. Project No.: **O0422-01**  
**Renovate Fourth Floor, Wainwright State Office Building**  
**11 North Seventh Street, Saint Louis, Missouri**

### **3.0 BIDS WILL BE RECEIVED:**

- A. FIRST SUBMITTAL: **1:30 PM, Thursday, September 23, 2004**
- B. SECOND SUBMITTAL: NOT APPLICABLE
- C. Place: Office of the Director, Division of Design and Construction, Room 730, Truman State Office Building, 301 West High, PO Box 809, Jefferson City, Missouri 65102

### **4.0 DESCRIPTION:**

- A. Scope: **The project includes renovation of existing office space on the fourth floor of the Wainwright State Office Building for a new tenant, the State Auditors Office. The work consists of demolition of existing carpet and base (Alternate #1), existing ceilings and light fixtures, new tenant separation walls and doors, new office partitions, flooring (Alternate #1), soffits at windows, painting, new ceilings with light fixtures and diffusers, mechanical and electrical changes and additions, and new doors and hardware.**

B. Estimate: \$80,000 to \$115,000

C. MBE/WBE Goals: MBE 0.00% & WBE 0.00%.

**NOTE: Only MBE/WBE firms certified by a public entity as of the date of bid opening can be used to satisfy the MBE/WBE participation goals for this project.**

### **5.0 PRE-BID MEETING:**

- A. Place/Time: **10:00 AM; Thursday, September 09, 2004;** Wainwright State Office Building, 111 North 7th Street, Saint Louis, Missouri 63101.

### **6.0 HOW TO GET PLANS & SPECIFICATIONS:**

- A. Request: View Only Electronic bid sets are available at no cost or paper bid sets for a deposit of **\$0** from US Reprographics. **MAKE CHECKS PAYABLE TO US REPROGRAPHICS.** Mail to: US Reprographics, 1907 Pennsylvania Drive, Columbia, Missouri 65202. Phone 573-814-1500.

**NOTE: Prime contractors will be allowed a maximum of two bid sets at the deposit rate shown above.. Other requesters will be allowed only one bid set at this rate.. Additional bid sets or parts thereof may be obtained by any bidder at the cost of printing and shipping by request to US Reprographics at the address shown above.**

- B. Refunds: Return plans and specifications in unmarked condition within 15 working days of bid opening to US Reprographics, 1907 Pennsylvania Drive, Columbia, Missouri 65202. Phone 573-814-1500. Deposits for plans not returned within 15 working days shall be forfeited.

### **7.0 POINT OF CONTACT:**

- A. Designer: Division of Design and Construction, **John Hequembourg**,  
phone # (573) 751-3339, fax # (573) 751-7277
- B. Project Manager: **Jim Weber**, phone # 573-751-2253, fax # 573-751-7277

**8.0 GENERAL INFORMATION:**

- A. The State reserves the right to reject any and all bids and to waive all informalities in bids. No bid may be withdrawn for a period of 20 working days subsequent to the specified bid opening time. The contractor shall pay not less than the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed, as determined by the Missouri Department of Labor and Industrial Relations and as set out in the detailed plans and specifications.

Bid results are available after 3:00 PM the day of the bid opening by calling: 573-751-5868